

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

05 DEC 22 AM 8:35

To: Chief Procurement Officer

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

From: Department of Human Services, Social Services Division
Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Title: Child Specific Foster Parent Training

Child-Specific Foster Parent Training is designed to provide skill development and to address issues specific to relative foster care with individuals/families licensed to provide such care to children. This essential training also provides support to the individuals/families caring for children and ensures safety for all involved.

Provider Name: Hawaii Foster Parent Association (HFPA)	Total Contract Funds: \$375,000.00 \$125,000.00	Term of Contract:
Provider Address: Hawaii Foster Parent Association 111 Hekili Street, Suite A Kailua, HI 96734	Contract Funds per Year (as applicable). maximum amount per year \$250,000.00	From: 1/1/06 To: 6/30/06 * *See Chief Procurement Officer's comments on pg. 3.

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

In October 2004, the State Procurement Office approved a "Request for Restrictive Purchase of Service (RH No. 05-06)" allowing the Department of Human Services (DHS) to contract with the HFPA. The term of the restriction was 12/1/04 to 12/31/05.

In October 2005, the DHS issued a Request for Proposal (RFP) for Child Specific Foster Parent Training (CSFPT) services statewide for the period January 1, 2006 to December 31, 2006 with the option to extend for 5 additional years. Proposals were submitted but prior to an award a decision was made to add additional services to the RFP which led to the cancellation. It is DHS' intention to reissue the RFP.

As the DHS is seeking a seamless flow of this service, we are requesting an exemption to extend the current restrictive contract for six months.

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

The current contract for which we are seeking to extend was awarded as a restrictive contract and therefore consideration for fair competition was not applicable.

A description of the state agency's internal controls and approval requirements for the exempted procurement:
The Social Services Division of DHS, Purchase of Service staff will follow all the normal procurement processes. We will develop and monitor the extended contract with the HFPA and ensure that all requirements are met.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Suzanne Hull, POS Specialist
Marquis Miyauchi, Support Services Office Administrator
Lynne Kazama, Assistant Program Administrator
Amy Tsark, Acting Social Services Division Administrator
Lillian B. Koller, Esq., Director

Direct questions to (name & position):
Suzanne Hull

Phone number:
586-5669

e-mail address:
shull@dhs.hawaii.gov

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.



Department Head Signature

DEC 20 2005

Date

Lillian B. Koller

Typed Name

Director

Position Title

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

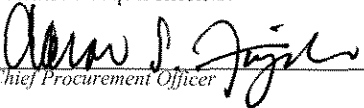
Chief Procurement Officer's Comments:

Approval is granted through 4/30/06 as that is sufficient time to conduct a request for proposals and execute a contract.

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied


Chief Procurement Officer

12/30/05
Date

cc: Administrator
State Procurement Office